

Lyman-Dayton Fire Commission (FC)  
Meeting Minutes November 19, 2015

**Location:** Goodwin's Mills Fire Station

Called to order 6:30 pm

**In Attendance:**

Fire Commissioners – Wendell Smith, Chris Boyden, Amos Gay, Don Hernon, Paul Reynolds, Jim Roberts

Fire Chief Roger Hooper; Deputy Fire Chief Chad Johnston

**Absent:**

FC Clerk Michelle Ray

**Handouts:**

None

**Discussion:**

1. Meeting was recorded and will be placed on town websites. Please note that the microphone was inadvertently not turned on for the first 18 minutes of the meeting.
2. FC voted to approve minutes of FC meeting of 10/22/15 as amended, and minutes of FC special meeting of 11/5/15 as written.
3. There was no Treasurer's Report to review.
4. FC discussed the GMFR credit card policy and could not determine whether or not GMFR should continue with a separate Employer Identification Number. Advice from Dayton and Lyman Town Attorneys appeared to conflict. FC voted to send a letter to Select Boards asking them to have the two Town Attorneys resolve the issue.
5. FC reviewed the draft GMFR Personnel Policy sent out to members on 11/7/15, made a few changes, and voted to approve the revised GMFR Personnel Policy which includes the Paid Time Off wording, and send the revised GMFR PP to the Select Boards for their review/approval.
6. Fire Chief provided the following status:
  - a. One new student will be starting at GMFR; will have one male and one female student.
  - b. Engine 81 pump downgraded from 1250 gpm to 1000 gpm due to pump impeller wear; truck remains in service.
  - c. Engine 84 passed pump test; some vacuum issues.
  - d. Ladder 82 pump is out of service; aerial test has been requested; engine has sticker and has been returned to service.
  - e. Rescue 85 had new engine turbocharger installed.
  - f. Hose Bed Covers – getting estimates to install covers on applicable engines.
  - g. Engine 83 – parts received for hose bed covers; on spot chains to be installed by warranty dealer East Coast.
  - h. Per Diem employee qualifications – discussed qualifications required to take a shift; EV02 will be required in January.

- i. Christmas GMFR shift coverage – currently trying to fill open shifts.
  - j. Billing for Motor Vehicle Accidents – discussed with FC; no decision reached.
  - k. Received 5 proposals for new GMFR computer file server. FC discussed and voted to approve bid from CCR for approximately \$2200 plus \$ 600 installation to provide a new server with Microsoft File Server 2012 installed. Expect to have fiber optic internet access to GMFR Fire Station by end of January 2016.
  - l. PSAP (911 dispatch service) is currently provided by Biddeford Dispatcher on contract through June 2016; expect price increase from \$6.50 to \$7.00 per capita starting July 2016; Fire Chief to send notification to Fire Commission and Select Boards.
  - m. Replacement GMFR Fire Station emergency generator is expected to be operational shortly.
  - n. Liaison with Maine State Police has improved recently; Fire Chief to meet with Troop A State Police Lieutenant.
  - o. Fire Chief working on GMFR leadership reorganization; more Deputy Chiefs; same budget.
  - p. Discussed recent calls that went well, including use of mutual aid.
  - q. Lyman Treasurer indicated that Lyman Select Board would like a preliminary GMFR budget by December 16<sup>th</sup>; per ILA section 4.3 b, Fire Chief is to prepare a budget for presentation to the FC on or before February 1<sup>st</sup> of every year; Fire Chief will be out of area from December 14-18; FC will meet on December 10<sup>th</sup> and review the preliminary GMFR budget which will be sent to Select Boards.
7. 8:12 pm; FC voted to go into Executive Session per MRS Title 1 Chapter 13, Section 405.6, Personnel Issue
  8. 8:30 pm; FC out of Executive Session; no votes taken; nothing to report
  9. FC voted to terminate two GMFR call force employees who did not complete annual core training after being properly warned per the approved process.
  10. Deputy Fire Chief will send out membership of group email lists for FC information.

**Next Meeting** – 6:30 pm, Thursday, December 10, 2015, at GMFR Fire Station

**Adjourned** – Meeting adjourned at 8:37 pm.

Minutes recorded by FC Secretary Don Hernon